

Active Travel Guidance for Street Works



**OXFORDSHIRE
COUNTY COUNCIL**

Vision for walking “Oxfordshire will be an area where walking is encouraged and provided for by good quality infrastructure. Town centres will have high quality urban squares and spaces to enhance the economic vitality and viability of towns. Walking routes will be improved along main urban corridors to create a pleasant and welcoming experience. Walking in villages will be safe and pleasant particularly to local shops, schools and recreation. Wayfinding will be used to enable people to use safe, attractive walking routes to access local facilities, including parks, schools, local retail centres and leisure and community facilities.”

Vision for cycling “Oxfordshire towns and villages will be places where most residents choose active travel (walking and wheeling) as the natural first choice for making most of their local journeys and many of their longer journeys in tandem with train and bus. Oxford will become a world class cycling city where cycling is celebrated and open to everybody, regardless of age, background or cycling experience”.

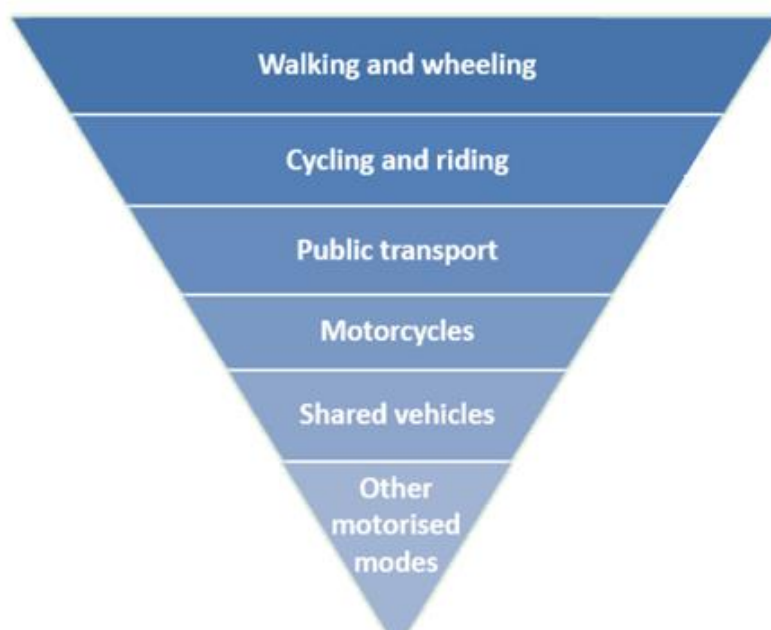
Key Targets Set Out in Oxfordshire’s Local Transport and Connectivity Plan

- a. Reduce 1 in 4 current car trips by 2030
- b. Deliver a net zero transport network by 2040
- c. Have zero, or as close as possible, road fatalities or life-changing injuries by 2050

1.0 Introduction

- 1.1 This guidance document is issued by Oxfordshire County Council and sets out procedures for managing street works, road works and associated maintenance activities wherever they may impact on walkers, wheelers, and cyclists. This document has been developed off the back of existing guidance documentation issued by Transport for London and the Welsh Government. It provides supplementary guidance to the Safety at Street Works and Road Works: A Code of Practice 2013 (the Red Book) in anticipation of this being updated in the future.
- 1.2 Oxfordshire County Council via its Local Transport and Connectivity Plan 2022 – 2050 (LTCP) has set out a user hierarchy for those using its highway network. This hierarchy places ‘walking and wheeling’ and ‘cycling and riding’ as its highest two priorities, followed by public transport as the third priority mode within the hierarchy. The LTCP also sets out the vision to make walking, cycling and the use of public and shared transport to be the ‘natural first choice’ for those needing to travel in Oxfordshire.

Figure 1 – Transport User Hierarchy from LTCP 2022 – 2050



- 1.3 Active travel is prioritised at the top of Oxfordshire’s road user hierarchy because it directly supports the core vision and key themes of the Local Transport and Connectivity Plan (LTCP), which seeks to deliver a net-zero, inclusive and healthy transport system. The LTCP aims to reduce reliance on private car travel and make walking, wheeling, cycling and public transport the “natural first choice” for everyday journeys, with active travel forming the foundation of this approach.

- 1.4 Prioritising active travel helps address the plan’s central challenges of decarbonisation, congestion and air quality, while also delivering wider benefits such as improved public health and wellbeing. It aligns with the LTCP’s focus on healthy place shaping and liveable neighbourhoods, recognising that streets should be designed for people rather than vehicles, creating safer, more accessible and inclusive environments.
- 1.5 By embedding active travel at the top of the hierarchy, Oxfordshire ensures that limited road space is allocated in a way that supports sustainable growth and reduces the need to travel by car. This approach underpins long-term objectives to cut car trips, improve road safety and create a transport system that benefits both current and future residents, with public transport providing a critical role for longer distance journeys and where active travel is not a viable option
- 1.6 To help achieve this it is critical the management and delivery of street works, road works and maintenance activity proactively considers the needs of pedestrians and cyclists, as well as the operation and reliability of public transport services. People will only substitute walking, wheeling and cycling for a car journey if the available route is safe, comfortable, coherent and direct.
- 1.7 When work is required on the Oxfordshire highway network, Oxfordshire County Council expects the vision and the provision of active travel access to be maintained. Despite the presence of works it is essential that active travel and access to public transport is still viewed as a desirable, viable and attractive choice to those needing to get around.
- 1.8 This document will help ensure the vision of LTCP is incorporated into the traffic management design process and provide a level of service that is as close as reasonably practicable to the permanent arrangement.
- 1.9 To help meet Oxfordshire County Council’s commitments under LTCP it is expected that traffic management in use on the highway network is:

Pragmatic

Offers practical solutions for movement that minimise inconvenience and disruption for people and considers local conditions.

Accessible

Ensuring easy and comfortable access for individuals of all abilities, with a focus on those for whom barriers or detours could lead to discomfort, increased risk, or significantly greater physical effort.

Safe

Reducing the risk of collisions through a practical yet effective approach to safety, while ensuring the design remains user-friendly and suitable for use at any time of day.

Clear

Unambiguous and straightforward instruction, ensuring all users can easily understand without confusion what is expected of them.

- 1.10 This document is supplementary to the legislative and regulatory provisions in the Safety at Street Works and Road Works: A Code of Practice 2013 (the Red Book) and guidance found in Chapter 8 of the Traffic Signs Manual 2009. These provisions are available for use on the network and shall be subject to suitable risk assessments being in place. This document provides operational advice to supplement the ambitions set out in Oxfordshire's LTCP.
- 1.11 This document provides supplementary local guidance to support the application of national legislation and codes of practice, including the New Roads and Street Works Act 1991, the Traffic Management Act 2004, and the Safety at Street Works and Road Works Code of Practice. It does not replace these requirements but sets out Oxfordshire County Council's expectations for how they should be applied locally, informed by the Local Transport and Connectivity Plan (LTCP) and the Council's Active Travel Strategy.
- 1.12 Poorly planned traffic management can pose significant risks to pedestrians and cyclists rendering routes inaccessible for disabled individuals. Even unintentional actions e.g. parking a works vehicle on a footway, can create obstructions that force vulnerable road users to navigate around hazards, increasing their exposure to danger. Such perceived barriers can deter people from using these routes altogether, potentially leading them to choose less sustainable modes of transport. This guidance note supports designers, planners, and site operatives in delivering works that maintain accessibility and safety for all users.
- 1.13 Designers should consider that people often continue using familiar walking, wheeling and cycling routes, even when access is restricted or made more difficult. This is especially true when footways or crossings are closed but pedestrian demand remains high, or when cyclists are asked to dismount despite being able to continue safely on the carriageway. Signage should communicate temporary changes clearly but should not be the sole method for influencing behaviour. Given the international nature of Oxford and Oxfordshire it is important to account for users who may not be able to read signs or understand English.

Planning Street and Road Works in Oxfordshire

2.0 Active Travel

- 2.1 Oxfordshire County Council aims to make active travel the most attractive option, especially for shorter journeys, thus displacing journeys by private vehicle. To help deliver this ambition, Oxfordshire County Council has created an Active Travel Strategy (ATS) and supporting Local Cycle and Walking Improvement Plans (LCWIPs), both of which support the creation of local route networks for walking, wheeling and cycling. The primary purpose of all these documents is to increase the rates of walking, wheeling, and cycling which will directly contribute to Oxfordshire County Council's aims for sustainable development and improve the health and wellbeing of its residents.

- 2.2 Oxfordshire County Council have committed via the ATS to the production of mapping which shows active travel improvements on the highway. The strategy also mandates the authority to enhance existing active travel routes and implement new, safe routes where possible and for active travel considerations to be paramount in new construction and development. Oxfordshire County Council is also committed to ensuring the needs of active travellers are met when exercising their authority over the highway.
- 2.3 Under part 3 of the New Roads and Street Works Act 1991 (NRSWA), local authorities and statutory undertakers must have regard to the needs of walkers and cyclists in:
- Granting street works licences.
 - Giving directions as to the timing of street works.
 - Placing of apparatus.
 - Restricting street works following substantial road works.
 - Exercising their duty to co-ordinate works, and
 - Giving consent to place apparatus on a protected street
- 2.4 Local authorities, highway authorities and statutory undertakers should consider the effects that street works, and road works may have on walkers and cyclists and addressing this will form part of the co-ordination process. Street authorities i.e. Oxfordshire County Council, should seek to minimise any disruption for walkers and cyclists when giving any directions or placing any restrictions on street works.
- 2.5 The ATS sets out a bold vision for active travel in Oxfordshire and a target to increase the number of cycle trips to 1 million by 2031, county-wide, from its 2021-22 levels of 600,000 trips.

In order to achieve this the **ATS identifies 5 priorities** for Oxfordshire County Council:

- A clear promise at all levels across Oxfordshire County Council to treat active travel as a priority
- An accessible urban realm with easy to reach destinations on foot and by cycle
- Delivering a high quality inclusive cycle network that links across towns and villages
- Managing motor traffic via hard and soft measures
- Building the cultural norm that supports and promotes walking, wheeling and cycling and enables residents build their lives around active travel modes for local journeys

3.0 Mapping Active Travel Routes

3.1 Oxfordshire County Council has defined their existing active travel routes and these are shown in LCWIP maps and documentation. Active travel routes have been determined via robust and qualitative and quantitative assessment and are split into the following categories:

- **Main Routes with Cycling Infrastructure:** Most direct routes which may operate on busier streets often with advisory or mandatory lanes
- **Side Routes:** Low traffic routes often not requiring dedicated infrastructure
- **Off-road cycle tracks or shared paths:** Routes which link major active travel corridors

3.2 These maps are primarily aimed at the general public giving them basic information in order that they can see where these routes are and plan journeys accordingly. In addition Oxfordshire County Council have identified proposed routes which are planned to be implemented within the short, medium and longer term.

3.3 The LCWIP maps will in future be merged into a single Active Travel Network Map showing existing routes and the proposed additions and improvements.

4.0 Associated Street Data

Mapping Active Travel Routes in Oxfordshire

4.1 The active travel network maps included in Oxfordshire's Local Cycling and Walking Infrastructure Plans (LCWIPs) are located on the National Street Gazetteer (NSG), Oxfordshire County Council is committed to continuously improving the recording and mapping of active travel routes within the NSG. This enables works promoters and statutory undertakers to accurately identify the location and importance of active travel routes when planning and coordinating works on the highway network.

Attributing Active Travel Data in the NSG

4.2 Depending on the strategic importance of the active travel route and any special features, Oxfordshire County Council may attribute the following information to streets in the NSG:

Traffic sensitivity: Identifying routes that require special consideration due to high volumes of active travel.

Special engineering difficulties: Highlighting streets where construction or maintenance may be more complex.

Strategic route designation: Marking streets that form part of Oxfordshire’s key active travel corridors.

Priority lanes: Defining routes where active travel is prioritised, such as bus or cycle lanes.

Advisory Criteria and Collaboration

- 4.3 These criteria are advisory and the inclusion of active travel information in any of these categories must be agreed with statutory undertakers. Oxfordshire County Council will work collaboratively with utility companies and other works promoters to ensure that the most up-to-date and relevant data is used.

Consistency and National Coordination

- 4.4 It is essential that Oxfordshire County Council records active travel routes in a consistent manner, so that statutory undertakers can easily access and use this information. Oxfordshire County Council is actively engaged with the Highway Authorities and Utilities Committee (HAUC) and GeoPlace to help develop appropriate coding for active travel routes in the NSG, and to ensure that Oxfordshire County Council’s approach aligns with national best practice.

Local Considerations and Additional Details

- 4.5 Details of active travel routes should also be included as comments within the ‘local considerations’ area of the NSG code, providing further context for works promoters and ensuring that all relevant information is available during the planning and permitting process.

5.0 Co-ordination of Street Works in Oxfordshire

Statutory Duties and Local Practice

- 5.1 Sections 59 and 60 of the New Roads and Street Works Act 1991 (NRSWA) set out the legal framework for the control and co-ordination of street works. As the street authority for its highway network, Oxfordshire County Council is responsible for co-ordinating all works on its roads. Section 59 requires Oxfordshire County Council to use its ‘best endeavours’ to co-ordinate street works, while Section 60 requires undertakers (utility companies and others) to use their ‘best endeavours’ to co-operate with Oxfordshire County Council and with each other.
- 5.2 As a street works permitting authority, Oxfordshire County Council requires permits for all works on the highway network. Oxfordshire County Council’s co-ordination processes are set out in its own local guidance and in accordance with national codes of practice.

- 5.3 Compliance with this guidance will be considered as part of the permit assessment process. Where arrangements do not adequately address the needs of pedestrians, cyclists or public transport users, Oxfordshire County Council may refuse, condition or revoke permits as appropriate.

Active Travel Route Considerations

- 5.4 Statutory undertakers are expected to plan their works to minimise disruption to active travel routes (walking, wheeling and cycling). If active travel routes are not identified in the National Street Gazetteer (NSG), Oxfordshire County Council will notify undertakers via permit comments to ensure these routes are protected and considered in planning.

Enhanced Controls and Restrictions

- 5.5 Sections 51 and 52 of the Traffic Management Act 2004 amended NRSWA to give street authorities greater control over when works may be carried out. For example, Section 58 of NRSWA allows Oxfordshire County Council to restrict works on parts of the highway that have recently undergone substantial works (such as resurfacing or reconstruction) for up to five years. This includes major active travel infrastructure, such as newly constructed segregated cycle tracks or key walking routes.

Permit Restrictions and Exemptions

- 5.6 Once a permit has been issued detailing a restriction, no street works can be carried out during the specified period without the consent of Oxfordshire County Council. Certain works, such as service connections after a 21-day period and emergency works, are exempt from these restrictions. Oxfordshire County Council may also give directions regarding the timing and days of work, as clarified by Section 43(2) of the Traffic Management Act 2004.

Directions to Minimise Disruption

- 5.7 Oxfordshire County Council can, in certain circumstances, direct undertakers to use alternative routes for the installation of apparatus if this would cause less disruption. This is particularly important where closure of an active travel route would otherwise divert significant numbers of pedestrians or cyclists. Oxfordshire County Council's aim is to maintain the integrity and accessibility of active travel routes wherever possible.

6.0 Safety at Street and Road Works: The Red Book and Chapter 8

Application of National Codes and Local Responsibilities

- 6.1 Oxfordshire County Council requires that all street works and road works comply with the national standards set out in 'Safety at Street Works and Road Works: A Code of Practice 2013' (the Red Book) and Chapter 8 of the Traffic Signs Manual 2009. These documents set out the statutory requirements and best practice for signing, lighting, and guarding at works sites and this guidance sets out additional local expectations for how these requirements should be delivered in Oxfordshire. Designers and those responsible for traffic management must undertake thorough risk assessments for each site, considering the unique characteristics of the location e.g. layout, available widths, and flows of pedestrians, cyclists, and vehicles, to ensure the needs of all road users are met.

Special Consideration for Active Travel Routes

- 6.2 On active travel routes in Oxfordshire, special consideration should be given to pedestrians and cyclists, in line with Oxfordshire County Council's Active Travel Strategy and Local Transport and Connectivity Plan (LTCP). If it is not possible to maintain provision for these users, the designer should consult with their supervisor and Oxfordshire County Council's Network Management team to investigate all alternative options. Oxfordshire County Council's expectation (as per its Active Travel Strategy) is that disruption to walking, wheeling and cycling routes is minimised wherever possible and accessibility and active travel modes are prioritised.

Inclusive Temporary Arrangements

- 6.3 When alternative arrangements are required, the needs of all walkers, cyclists and those using mobility devices must be fully considered. Maintaining access for pedestrians, cyclists and those using mobility devices should be a priority during street works and road works. Any change from a segregated route to an on-carriageway route must be assessed for safety and accessibility. Where it is necessary to close a road to motor traffic but maintain provision for walkers and cyclists, this should be clearly communicated with appropriate signage, in line with Oxfordshire County Council's standards and the requirements of the Red Book and Chapter 8.
- 6.4 The design and implementation of traffic management arrangements must be informed by competent professional judgement, supported by site-specific risk assessment. This guidance is intended to assist that judgement and establish clear expectations but does not remove the need for designers to respond to site-specific constraints and risks.

7.0 Core Design Principles when designing for pedestrians

- 7.1 Oxfordshire County Council sets out 5 core design principles for routes for pedestrians (and cyclists). Jointly they promote enhanced road safety and a more attractive and high-quality environment for pedestrians. These principles can be equally applied to temporary situations, and traffic management designers should give each principle due consideration when formulating a pedestrian strategy at works sites. These 5 principles are:

Coherent: Comprehensive and consistent in quality (with priority across barriers and gaps, such as side road crossings, busy junctions and main road junctions; and appropriate facilities -such as parking- at each end of the journey)

Direct: with minimal delay and diversion from desire lines, detours, deterrents or delays (and, for cycling, no dismount signs); this is important at the micro-level (e.g. at crossings) as well as over the whole journey; for cycling, this includes no dismount signs and should enable cyclists to travel at their chosen speed, with good sightlines and sufficient width to overtake other cyclists, bypass queues of cars and not be delayed by pedestrians

Safe: including all the elements that make walking, wheeling and cycling routes safe, including traffic speed and volume – for walking, particular attention needs to be paid to side roads and crossings of main roads; for cycling, it requires different treatments depending on the route (separation, segregation or shared space)

Comfortable: meaning that the walking, wheeling and cycling experience is easy, pleasant and conducive to personal security, sociability (able to walk or ride side by side), a perception of safety, minimal stress and psychological discomfort (e.g. from traffic noise, air pollution, driver intimidation and complex junctions or routes); this can be achieved by vertical and horizontal separation (e.g. in footways), minimising shared space between pedestrians and cyclists (except where flows are very low, such as on routes between villages), lighting, shade, shelter and seating

Attractive: the most important principle of all, meaning that you want to do it, are attracted to these modes more than any others (it is your first choice and should be easier, quicker and more pleasant than, for instance, using a car). Routes should be finished in attractive materials to make them places wish to spend time using.

Consideration for Pedestrians

8.0 Walking in Oxfordshire

The Role of Walking in Oxfordshire's Vision

8.1 Encouraging high levels of walking and wheeling is central to delivering Oxfordshire County Council's vision for travel, as set out in the Local Transport and Connectivity Plan (LTCP) and Active Travel Strategy (ATS). More people choosing to walk and cycle will improve the mental and physical health of Oxfordshire's residents and make our streets more welcoming, safe, and relaxing. Walking, including the use of mobility aids, is a vital part of active travel, supporting everyday journeys to schools, workplaces, shops, leisure facilities, medical centres, and public transport. Key pedestrian routes in Oxfordshire, especially in urban centres and around schools, experience high footfall and require special consideration in planning and design to ensure accessibility and safety for all.

Policy Commitment

8.2 The LTCP and ATS set out Oxfordshire County Council's ambition to make walking the most obvious, enjoyable, and attractive means of travel for short trips, wherever possible. Oxfordshire County Council is committed to creating an environment where walking is accessible to all, regardless of age or ability.

Addressing Barriers to Walking

8.3 Research shows that concerns about road safety deter many people from walking. Street and road works can significantly disrupt pedestrian access and safety, particularly for disabled people. Poorly planned works e.g. advance warning signs blocking footways, missing ramps, or unclear signage, can cause serious inconvenience and increase the risk of injury. Oxfordshire County Council requires that all works promoters carefully consider the placement of signs and equipment to ensure routes remain accessible and safe for all users.

Managing Roadworks to Support Walking

8.4 The purpose of this guidance is to ensure that roadworks are not a deterrent to walking. Temporary access arrangements should be carefully managed and designed so that alternative routes are clear, safe, and convenient. The ongoing maintenance of temporary signage and barriers, which can otherwise fall or become displaced and create obstructions must also be considered. Works promoters should prioritise the needs of pedestrians, especially disabled people, when planning and implementing temporary arrangements.

Inclusive Design for Disabled People

- 8.5 Disabled people benefit greatly when the layout of street or road works is consistent and clearly organised, with well-defined pedestrian routes. Ensuring a smooth, level, and safe transition from the normal street environment into a works area requires careful attention to detail. Features such as aligned barriers and cones can provide a continuous edge or tapping rail, which is essential for blind or partially sighted individuals using a cane. Ramps must be installed at kerbs to support wheelchair users and those pushing buggies or prams. Wherever possible, accessible pedestrian routes should be maintained through the works. If this is not feasible, clearly signed and suitable diversion routes should be provided to ensure that all pedestrians can continue their journeys safely and independently.

Supporting Oxfordshire's Vision for an Inclusive Network

- 8.6 Oxfordshire County Council's vision is to deliver an integrated and inclusive transport network and tackle inequalities across the county. Ensuring that pedestrians can move freely and safely, regardless of ability, is fundamental to achieving this vision.

Operational Guidance for High-Quality Walking Routes

Minimum Standards for Pedestrian Routes

- 8.7 Safe and accessible pedestrian routes through street and road works must be provided and maintained at all times, unless a site-specific risk assessment demonstrates that this is not reasonably practicable. Available footway width must be maximised within the constraints of the site, having regard to pedestrian flows, route importance and the needs of disabled users.
- 8.8 As a baseline expectation, works promoters should aim to provide a clear pedestrian route of 2000mm in width wherever feasible, to allow two wheelchair users to pass comfortably. Where physical constraints prevent this, a minimum width of 1500mm should be provided wherever reasonably practicable to enable a wheelchair user and pedestrian to pass.
- 8.9 Widths below 1500mm must be limited to short sections only and justified through site-specific design and risk assessment. An absolute minimum width of 1000mm should only be used in exceptional circumstances, over distances not exceeding 6 metres, and where additional mitigation measures are implemented to maintain safety and accessibility. Designers must ensure that any constrained layouts are clearly defined, free from obstructions, and safe for all users, with particular consideration given to those with mobility or visual impairments.

Maintaining Access and Clarity

- 8.10 Pedestrian access must be maintained wherever reasonably practicable, even during excavation works. Temporary footways must be clearly defined and easy to navigate, particularly for blind and partially sighted people. Guide dogs are trained to lead their owners to the kerb edge when the path ahead is blocked, so a poorly defined route may cause confusion or risk.

Tactile Guidance and Site Layout

- 8.11 Barriers and cones should be aligned to create a continuous 'edge' or tapping rail for blind and partially sighted pedestrians. Marker tape on cones is not sufficient. The transition into and out of the works area should be clearly indicated at both ends.

Pedestrian Crossings and Diversions

- 8.12 Where pedestrian crossings are affected by the works, facilities should be maintained wherever reasonably practicable. Where this is not feasible, works promoters must provide clearly signed alternative crossing arrangements at a suitable and safe location.
- 8.13 Advance warning signs such as "Footway closed ahead" must be positioned at appropriate decision points, enabling pedestrians to divert safely before reaching the closure. A corresponding "Footway closed" sign must be provided at the works site.
- 8.14 Where pedestrian flows are high, or where vulnerable users are likely to be affected, additional measures such as temporary pedestrian crossing facilities should be considered and implemented where necessary following a site-specific risk assessment. All diversion routes must be safe, clearly defined and suitable for all users, including those with mobility impairments.

Footway Ramps and Boards

- 8.15 Footway ramps must be provided wherever a kerb or level change would otherwise prevent access for pedestrians, including wheelchair users, people using mobility aids, and those with pushchairs. Ramps must be securely installed and aligned with the pedestrian route to provide a safe and unobstructed transition.
- 8.16 For small excavations (typically less than 700mm wide), footway boards may be used to maintain or reinstate pedestrian access when works are inactive, such as overnight. Boards should normally be at least 1500mm wide where space allows, with narrower widths only used where site constraints make this unavoidable and for short sections only.
- 8.17 All boards and ramps must be securely fixed, slip-resistant and compliant with the requirements set out in the Safety at Street Works and Road Works Code of Practice (the Red Book). They must be regularly inspected and maintained to ensure they remain safe and serviceable throughout the duration of the works.



Installation and Fixing of Boards and Ramps

- 8.18 Boards and ramps must be installed and secured in accordance with the Safety at Street Works and Road Works: A Code of Practice (the Red Book). They must not present trip hazards, excessive gradients, or gaps that could impede or endanger users.
- 8.19 Works promoters must ensure that all temporary surfaces are level, stable and capable of supporting the expected pedestrian loads, including mobility aids. Regular inspection and maintenance must be undertaken to ensure continued compliance, particularly following periods of high use or adverse weather.
- 8.20 Boards are not suitable for vehicular use and must only be used for pedestrian access unless specifically designed and authorised for shared use.

Reinstatement of Surfaces

- 8.21 Any anchor holes made in the footway must be reinstated to an immediate permanent standard, in line with the Specification for the Reinstatement of Openings in Highways (NRSWA 1991).

Managing Pedestrian and Cyclist Interactions

- 8.22 Where pedestrians and cyclists share space, physical segregation should be provided where reasonably practicable, having regard to width, flows and site constraints to ensure safety, especially for blind and partially sighted pedestrians. Based on national guidance set out in LTN 1/20

(i) Segregated space is preferred if there is >3m space;

(ii) Shared pedestrian/cycle space is acceptable if there is less than 3m width and flows are under 300 pedestrians per hour and 300 cyclists per hour

Placement of Signs and Equipment

8.23 Operatives must be mindful of where signs and equipment are placed. Signs for cycle lanes, for example, should not create hazards for pedestrians. The use of noisy equipment near disabled people should be carefully managed, as many blind and partially sighted people rely on sound cues.

Assistance for Disabled People

8.24 Street works should be designed to allow disabled people to navigate independently. If assistance is offered, operatives must follow appropriate protocols and clearly explain their actions.

Maintenance of Safe Routes

8.25 Signs, cones, and barriers must be arranged to provide a clear and continuous path through the works, with special attention to the needs of disabled users. Vehicles used by works promoters should be parked safely and off the road where possible, without obstructing footways, cycle routes, or access to premises and driveways, as outlined in the Red Book.

8.26 Oxfordshire County Council expects active travel to be given priority when designing and implementing traffic management at work sites. The use of “cyclists dismount” signage must not be relied upon as a default solution and should only be used where justified through a site-specific risk assessment.

8.27 Wherever reasonably practicable, layouts should be designed to enable cyclists to remain mounted and continue their journey safely and conveniently. Where interaction between pedestrians and cyclists is necessary, works promoters should consider appropriate mitigation measures, such as providing adequate space, delineation or advisory signage requesting cyclists to slow down.

8.28 Any decision to require cyclists to dismount must be clearly justified, proportionate to the level of risk, and compliant with relevant national guidance, including the Red Book and applicable traffic signing requirements.

Road Closures

8.29 For works promoters, road closures should be designed to maintain access for walking, wheeling and cycling wherever practicable. This recognises that not all users can easily dismount or manoeuvre around obstructions. In particular, users of

wheeled mobility aids such as wheelchairs, mobility scooters and adapted cycles, may be unable to dismount, proceed on foot or negotiate kerbs, and layouts must account for this.

- 8.30 Where the physical closure is positioned away from advance warning signage or junctions, clear supplementary signing (for example “road closed except pedestrians and cyclists”) should be provided to give users confidence that access is retained. When diversion routes are necessary, promoters must consider their differential impact, noting that wheelchair users are most affected, followed by other pedestrians, then cyclists, and least by motor vehicle users. All signage must comply with TSRGD requirements or be authorised by the Highway Authority.
- 8.31 Diversions should therefore be kept as short and direct as possible, reflecting this hierarchy to ensure equitable and inclusive access for all road users. Where bus routes are affected, works promoters should also seek to maintain through-routing wherever practicable, or minimise the scale and duration of any diversion to reduce impacts on journey time reliability and accessibility.
- 8.32 Where possible, discretionary signage such as used in the image below should be considered and used where appropriate.



Consideration for Cyclists

9.0 Cycling in Oxfordshire

Importance of Cycling Routes in Oxfordshire

- 9.1 Cycling routes form a key part of Oxfordshire County Council’s active travel network and must be appropriately considered when planning and implementing street works. Works promoters must design traffic management arrangements so that cycling remains a safe, convenient and attractive option wherever reasonably practicable, having regard to the needs of all users, including those using adapted cycles or with differing levels of confidence and ability.
- 9.2 The use of “cyclists dismount” signage must not be relied upon as a default solution and should only be used where justified through a site-specific risk assessment. Diversion of cyclists onto pedestrian routes should also be avoided unless no safe and reasonably practicable alternative exists.
- 9.3 Where works affect existing cycling infrastructure, provision must be maintained or suitably mitigated in a manner that reflects the importance of the route, the level of use, and the risks introduced by the works. Any arrangements must be clearly defined, safe to navigate, and compliant with relevant national guidance, including the Red Book and applicable traffic signing requirements.



Planning Cycle Routes Through Street Works

9.4 When planning cycle routes through street works or road works in Oxfordshire, careful consideration should be given to:

- The available carriageway lane widths,
- The length and layout of the traffic management area,
- The safety and clarity of any temporary transition points between on- and off-carriageway facilities.

9.5 Transitions must be clearly marked and designed to avoid confusion or risk to cyclists and other road users. Temporary arrangements should be reviewed and approved by Oxfordshire County Council's Network Management team to ensure compliance with local standards and best practice.

Inclusive and Safe Temporary Arrangements

9.6 Traffic management layouts for works affecting cycle routes must be designed to eliminate or, where this is not reasonably practicable, mitigate identifiable risks so far as possible. Temporary arrangements should not introduce new hazards or create barriers to cycling. Oxfordshire's active travel infrastructure must be inclusive, accommodating people of all ages, abilities, and levels of cycling experience, including children who may begin travelling independently from late primary school age. The Council's approach is to ensure that cycling remains a safe, attractive, and practical option throughout the duration of any works.



Operational Guidance for High-Quality Cycling Routes

Design and Risk Mitigation

- 9.7 When planning and implementing traffic management layouts for roadworks in Oxfordshire, all identifiable risks to cyclists must be eliminated or adequately mitigated at the design stage. The needs of all cyclists, including children, older people, those with disabilities, and new or less confident riders, must be considered. Provision should also accommodate children who may travel independently from the age they start secondary school. This aligns with the Oxfordshire Cycling Design Standards, which prioritise inclusive and safe cycling environments.

Temporary Cycle Provision

- 9.8 Where works affect the carriageway, including locations without existing cycle infrastructure, works promoters must assess the impact of the works on cyclists as part of a site-specific risk assessment. Temporary cycle provision must be considered where the works would materially increase risk to cyclists or reduce the safety or usability of the route.
- 9.9 A temporary cycle lane or alternative provision should be implemented where it is reasonably practicable to do so and where it would mitigate identified risks, particularly on routes with higher traffic volumes, speeds, or cyclist demand.
- 9.10 In lower-risk environments, where traffic speeds and volumes are low and the risk assessment demonstrates that cyclists can safely share the carriageway, additional provision may not be required. In such cases, works promoters must ensure that the layout remains safe, clearly defined, and does not introduce hazards or unnecessary constraints for cyclists.
- 9.11 All decisions relating to temporary cycle provision must be proportionate, evidenced, and compliant with relevant national guidance, including the Safety at Street Works and Road Works Code of Practice and applicable design standards.

Additional Safety Features

- 9.12 Where increased risk to cyclists is identified, additional features should be provided, such as:
- Temporary carriageway markings
 - Light segregation (e.g., wands)
 - Physical segregation (e.g., barrier fencing)
 - Kerb free routes (recognising not all road users are able to physically lift bikes)

Risk Factors and Lane Widths

- 9.13 Risks may arise from heavy traffic, poor surface quality, construction vehicle movements, or high volumes of cyclists. The available carriageway space and

resulting lane widths must be balanced against the scale and duration of the works, as well as the time and disruption required to set up extra traffic management.

Standard Traffic Management

9.14 In many locations, no additional cycling provision is required if lane widths are generous and hazards are low. Standard traffic management may suffice, but signage warning of narrow lanes should be provided. Safety zones with appropriate tapers must be included (see 'Safety at Street Works and Road Works: A Code of Practice 2013'), ensuring cyclists do not swerve unexpectedly into the path of vehicles. The width of traffic lanes and proximity of vehicles to cyclists must always be considered, and the length of the works should be minimised to reduce impact on all road users.



Lane Positioning for Cyclists

9.15 Physical constraints may prevent maintaining the same level of service for cyclists. Where cyclists must share space with motor vehicles, lane width is critical:

- **Primary position:** Cyclists ride in the centre of the lane (necessary for lanes $\leq 3.0\text{m}$ wide).
- **Secondary position:** Cyclists ride 0.5–1.0m from the carriageway edge (possible for lanes $>4.0\text{m}$ wide).

Avoiding Unsafe Overtaking

9.16 Traffic management layouts must be designed to minimise the risk of unsafe overtaking of cyclists. Particular care must be taken in determining lane widths, as certain widths can encourage drivers to attempt to overtake where it is not safe to do so.

- 9.17 As a general design principle, works promoters should avoid providing lane widths that create ambiguity for drivers and cyclists, particularly those that may invite unsafe overtaking behaviour. Where such widths cannot be avoided due to site constraints, appropriate mitigation measures must be implemented, such as the use of clear signage (e.g. “Narrow lane - do not overtake cyclists”), speed management, or physical measures to reinforce safe positioning within the lane.
- 9.18 Design decisions should be informed by site-specific risk assessment and reflect recognised national best practice, including guidance set out in LTN 1/20 and the Safety at Street Works and Road Works Code of Practice. The alignment and geometry of the works layout must also be carefully considered, as features such as bends, pinch points, and chicanes can increase risk and must be managed accordingly.

Speed Management

- 9.19 Where narrow lanes prevent safe overtaking, consider reducing speed limits and, if necessary, implementing speed camera enforcement. Temporary speed restrictions should always account for the presence of cyclists (LTN 1/20 suggesting traffic speeds above 20mph are not comfortable for cyclists).
- 9.20 One of the main issues for cyclists at roadworks is that traffic lanes are narrower than usual and often bounded by vertical features such as fencing and bollards. In combination with close overtaking by motor traffic, this can be intimidating. Guidance on appropriate lane widths and associated techniques to help enhance cyclists’ safety can be found below (LTN 1/20):

Lane width	Implications
<3.2m	Consider 20mph speed limit
3.2 to 3.9m	To be avoided
3.9m+	Wide enough for all vehicles to overtake on lower speed roads (20mph)
4.25m+	Wide enough for all vehicles to overtake on higher speed roads

Minimising Disruption

- 9.21 Long stretches of traffic management can be intimidating for cyclists and frustrating for motorists, especially if cyclists are in the primary position. Where possible, provide a protected route. Consider the likely speed of cyclists, affected by gradients, when determining the length of works. Where feasible, phase works to reduce the length of road space occupation and store materials away from high-demand cycle routes.

Barrier Placement

- 9.22 Physical barriers at pedal or handlebar height can be hazardous. Sufficient extra width should be provided to ensure safe clearance for cyclists. Please note many modern E-Bikes have a handlebar width of 0.75m.

Shuttle Working (Stop/Go or Temporary Signals)

- 9.23 Set up to allow cyclists safe passage, with appropriate inter-green times to prevent unsafe interactions with oncoming vehicles. Consider any cycle routes joining within the shuttle area and provide appropriate warning signs.

Convoy Working

- 9.24 The convoy vehicle should travel at the stated speed limit (usually 10mph). Banksmen must ensure all cyclists have cleared the works before releasing the convoy vehicle for the opposing flow, taking into account varying cyclist abilities.

Maintaining Cycle Facilities

- 9.25 Where a cycle lane within the carriageway is obstructed by safety zones or the working area, the facility should be maintained through the temporary works unless a risk assessment deems it unnecessary. In general, if the traffic is low (under 2000 per day or 200 per hour) and speeds are low (20mph) then cycling can continue on the carriageway without special provision (as long as it is safe from works).

Rejoining the Carriageway

- 9.26 Where temporary segregation ends, ensure cyclists can re-join the carriageway safely, with good visibility for both drivers and cyclists. If delineation or segregation is not viable, consider alternative risk mitigation such as hazard warning signs, separating road users by diversion, or speed reduction. Use of a signalled junction and/or speed limit reduction should also be considered.

Managing Access and Egress

- 9.27 Planners should anticipate cyclists entering or exiting between traffic cylinders. Where it is necessary to retain cyclists in a lane or prevent access/egress, continuous barriers are recommended. When specifying arrangements, consider clearance times for cyclists, especially on steep hills. For portable traffic signals, submit drawings and locations for assessment and supply signal timings to the local authority. Otherwise, operate signals as agreed with the authority or in line with the Department for Transport's 'Pink Book'.

10.0 Placement of Skips and Scaffolding on the Public Highway

Legal Requirement

- 10.1 Under Sections 139 and 169 of the Highways Act 1980, any placement of skips or scaffolding on the public highway in Oxfordshire requires prior approval from Oxfordshire County Council. Upon approval, Oxfordshire County Council issues a skip permit or scaffolding licence to the relevant provider, subject to specific terms and conditions

Skips

Permit Application

- 10.2 Only registered skip operators can apply for a skip permit. The builder or householder is not responsible for obtaining the licence. Applications must be made at least five working days before the intended start date.

Placement Conditions

- 10.3 Skips must be placed on the carriageway directly outside the premises specified in the permit.

Skips must not:

- Impede surface water drainage,
- Cause damage to the highway,
- Obstruct access to manholes or statutory undertakers' apparatus.
- Never be placed on pavements or footways.
- Be placed in disabled persons parking bays without prior consent.

Safety Requirements

- 10.4 Skips must be clearly marked and lit for safety, including:

- Reflective markings,
- Traffic cones,
- Night-time safety lamps,
- The name and telephone number of the skip hire company.

- 10.5 If a cycle lane is present, additional traffic management must be implemented to safely divert cyclists around the skip.

Scaffolding

Licence Application

- 10.6 Only registered scaffold companies can apply for a scaffolding licence. Applications must be made at least five working days before the intended start date.

Placement and Safety Conditions

- 10.7 Scaffolding placed on the highway must maintain a safe and accessible pedestrian route at all times, unless a site-specific risk assessment demonstrates that this is not reasonably practicable. The available footway width must be maximised within site constraints, with particular regard to pedestrian flows and the needs of disabled users.
- 10.8 As a baseline expectation, a clear width of 2000mm should be provided wherever feasible. Where this cannot be achieved, a minimum width of 1500mm should be maintained wherever reasonably practicable. Widths below 1500mm must be limited to short sections only and justified through site-specific design and risk assessment. In exceptional circumstances, a minimum width of 1200mm may be tolerated over short distances where no reasonable alternative exists, provided additional mitigation measures are in place.
- 10.9 Scaffolding must be illuminated, clearly signed, and designed to avoid creating hazards or obstructions. Where the footway forms part of a shared pedestrian and cycle route, additional measures must be implemented to safely accommodate both users, such as delineation, alternative routing or traffic management. Access to statutory undertakers' apparatus must be maintained at all times.



11.0 Storage of Builders' Materials on the Highway

Legal Requirement

11.1 Under Section 171 of the Highways Act 1980, anyone wishing to store builders' materials (such as bricks, sand, or equipment) on the public highway in Oxfordshire must first obtain a licence from Oxfordshire County Council. You must submit an application to Oxfordshire County Council's Licensing and Streetworks Administration Team, including a sketch plan showing the proposed location of the materials.

Where Materials Can and Cannot Be Stored

11.2 Oxfordshire County Council will not grant permission for storage that would obstruct any of these restricted areas. If your preferred location is unsuitable, you must consider an alternative, such as a nearby side road.

- Double yellow lines
- Bus lanes
- Cycle lanes
- Any area subject to a Traffic Regulation Order (TRO)

11.3 Additional Conditions

- All personnel working on or visiting the site must wear high-visibility clothing. The licence holder is responsible for ensuring the safety of all road users and pedestrians.
- You must comply with all conditions attached to the licence, including requirements for fencing, lighting, and safe access.

Contact and Further Information

11.4 For more details or to apply, visit the Oxfordshire County Council Temporary Storage on the Highway page.

12.0 Managing Overhanging Vegetation on Public Highways

12.1 Overhanging hedges, trees, and shrubs can present significant hazards on Oxfordshire's roads, footways, and cycleways. This is especially true for blind and partially sighted people, but such obstructions can also endanger all pedestrians and cyclists by reducing the usable width of active travel routes and affecting sightlines, particularly on bends.

Responsibilities of Property Owners and Occupiers

12.2 If you own or occupy land adjacent to a public highway in Oxfordshire, you are responsible for ensuring that vegetation from your property does not obstruct the highway. This includes any hedge, tree, or shrub that encroaches onto footways, cycleways, or roads.

Legal Powers and Enforcement

12.3 Under Section 154 of the Highways Act 1980, Oxfordshire County Council has the authority to serve notice on the owner or occupier of land where overgrown vegetation is causing a danger or obstruction. The notice will require the responsible party to cut back, remove, or otherwise address the issue within 14 days. If the notice is not complied with (or appealed to the magistrate's court), Oxfordshire County Council may carry out the necessary work and recover the costs from the person in default.

Additional Hazards

- **Root Growth:** Roots from trees and shrubs can disturb the surface of footways and cycleways, creating trip hazards and affecting ride quality.
 - **Fallen Leaves:** Accumulated leaves, if not swept, can become slippery in wet weather, increasing the risk of slips and skids.
- 12.4 To support Oxfordshire County Council's commitment to active travel, it is essential that maintenance regimes for vegetation are appropriate for the needs of all users. Keeping routes clear and safe helps everyone, especially those with mobility or visual impairments, travel confidently and securely.
- 12.5 For further guidance or to report an issue, please contact Oxfordshire County Council's Highways team.

13.0 Discharge of water onto the public highway

Why is this important?

13.1 Water discharged onto the public highway can create significant hazards for all road users, especially during winter. Surface water on footways and roads can freeze, causing slips and skids. Additionally, water running onto salted or gritted roads can wash away de-icing materials, increasing the risk of ice formation.

Legal Responsibilities

13.2 Under Section 163 of the Highways Act 1980, it is an offence for an occupier of premises to allow water from roofs or other parts of their property to fall onto people using the highway, or to allow surface water from their premises to flow onto or over the footway or carriageway. Oxfordshire County Council, as the local highway authority, has the power to serve notice requiring the occupier to install and maintain suitable channels, gutters, or downpipes to prevent this. Failure to comply with such a notice is an offence and may result in Oxfordshire County Council carrying out the necessary works and recovering the costs from the responsible party.

Council's Role

13.3 Oxfordshire County Council is responsible for maintaining highway drainage and addressing flooding issues on public roads. However, Oxfordshire County Council is not usually responsible for ditches alongside roads; this is typically the responsibility of the adjacent landowner. If water discharge from private property is causing a hazard, Oxfordshire County Council can investigate and take enforcement action if necessary.

Who is responsible?

- Property owners and occupiers must ensure that water from their premises does not discharge onto the public highway.
- Works promoters (such as utility companies or contractors working on the highway) must take measures to prevent water from their activities flowing onto roads, footways, or cycleways.

Reporting Issues

13.4 If you notice water discharging onto the highway, you can report it to Oxfordshire County Council using the FixMyStreet online reporting tool. Oxfordshire County Council will investigate and, if appropriate, identify the responsible party and require remedial action.

Further Guidance

13.5 For more information on drainage standards and responsibilities, visit the Oxfordshire Flood Toolkit or Oxfordshire County Council's flooding advice page.

14.0 Highway Street Furniture

Legal Duty to Consider Accessibility

14.1 Under Section 175A of the Highways Act 1980, Oxfordshire County Council has a statutory duty to consider the needs of blind and disabled people when placing permanent street furniture such as lampposts, bollards, traffic signs, and other apparatus on the public highway. This duty applies across all environments but is especially critical on active travel routes and in areas with high pedestrian footfall.

Design Guidance and Active Travel Considerations

14.2 The Active Travel Design Guidance (Section 4.7.6) reinforces this legal obligation by recommending that unnecessary or poorly placed street furniture should be avoided, particularly on walking and wheeling routes. Where street furniture is required, it should be located within a designated street furniture zone, positioned outside the main pedestrian flow to reduce obstruction and improve accessibility.

Balancing Functionality and Safety

14.3 While some permanent street furniture e.g. benches and railings can serve as useful navigation aids for blind and partially sighted individuals, problems arise when these features are:

- Overused or cluttered
- Poorly positioned (e.g. in the middle of footways)
- Difficult to detect visually or with a cane.

14.4 To support inclusive design, Oxfordshire County Council encourages works promoters and designers to:

- Minimise the use of street furniture on active travel routes
- Ensure high-contrast and detectable features for visually impaired users
- Avoid placing furniture near crossing points, kerb edges, or in narrow footways.
- Ensure access points to active travel routes have a minimum 1.5m gap to ensure clearance for wheelchair users and cyclists, in line with working access control policy

Illegal Signs and Footway Obstructions

Importance of Clear Footways

15.1 Maintaining clear and unobstructed footways is essential for pedestrian safety and accessibility, particularly for blind and partially sighted people, wheelchair users, and those with pushchairs. In Oxfordshire, obstructions such as advertising boards (A-boards), goods displays, and unauthorised signage outside shops can pose serious hazards, forcing pedestrians into the carriageway and increasing the risk of injury. Any street furniture or signs, permitted or not should normally leave 2.0m; where this is not achieved it may be

considered an obstruction depending on circumstances. Certain streets may have wider passages defined e.g. 3.0m due to their high pedestrian use.

Legal Framework and Enforcement Powers

15.2 Oxfordshire County Council, as the local highway authority, has statutory powers under the Highways Act 1980 to take enforcement action against unlawful obstructions:

- Section 137: It is a criminal offence to wilfully obstruct the free passage along a highway without lawful authority or excuse.
- Sections 149 and 152: Oxfordshire County Council may remove items causing a nuisance or obstruction and recover costs from the responsible party.

15.3 These powers allow Oxfordshire County Council to remove unauthorised signs, goods, and other items that interfere with pedestrian movement or visibility for motorists.

Planning Regulations for Advertisements

15.4 Under the Town and Country Planning (Control of Advertisements) Regulations 1992, it is an offence to display an outdoor advertisement without the consent of the local planning authority. A-boards and similar advertising signs do not fall under deemed consent categories, meaning they require explicit permission from both the planning authority and the highway authority.

Oxfordshire County Council's Approach

- During inspections, businesses displaying A-boards or other items that obstruct footways may be contacted and asked to remove or reposition them.
- Enforcement may include removal of unauthorised items and recovery of associated costs.
- Oxfordshire County Council may delegate removal powers to **parish, town, or district councils** where appropriate.

Reporting Obstructions

15.5 Members of the public can report illegal signs and footway obstructions using Oxfordshire County Council's FixMyStreet online tool.

Public Transport within the Road User Hierarchy

- 15.6 In line with Oxfordshire's Local Transport and Connectivity Plan (LTCP), public transport is recognised as the third priority within the county's road user hierarchy and forms a key component of sustainable and inclusive travel. While this guidance is primarily focused on walking, wheeling and cycling, works promoters must also consider the role of buses and shared transport in enabling access to employment, education, healthcare and other essential services.
- 15.7 Public transport provides a critical alternative to private car use, particularly for those who are unable to walk or cycle longer distances. As such, disruption to bus services can disproportionately affect vulnerable users and communities.
- 15.8 Works promoters should therefore, wherever practicable:
- Maintain access to bus routes and stops
 - Avoid multiple concurrent works affecting the same corridor
 - Minimise delays that could impact timetable reliability
 - Prevent communities becoming isolated from public transport during works
- 15.9 These principles support Oxfordshire County Council's wider ambition to reduce car dependency and may also assist in demonstrating the wider network impacts of works when developing future policy mechanisms, including lane rental and permit controls.

16.0 Bus Services During Street Works

Maintaining Bus Services: A Local Priority

- 16.1 Sustaining reliable bus services during street works and road works is a key priority for Oxfordshire County Council, reflecting their position within the LTCP road user hierarchy and their role in supporting active and sustainable travel choices. Buses are a vital part of the county's integrated transport system and support active travel by providing essential connections for residents, workers, and visitors. Every effort should be made to keep bus services running with minimal disruption.

Planning and Temporary Measures

- 16.2 Where it is not possible to maintain normal bus operations, the following measures should be considered:
- **Traffic Management Phasing:** Plan works to avoid bus stop closures wherever possible. If a closure is unavoidable, provide clearly signed temporary bus stop facilities nearby.
 - **Retention of Bus Lanes:** Where routes are heavily used by buses, consider maintaining a dedicated bus lane and diverting other motorised traffic instead.

- **Minimising Diversions:** Keep bus diversion routes as short as possible to reduce inconvenience for passengers.
- **Alternative Shuttle Services:** Where standard buses cannot access the works area, provide a shuttle service using smaller vehicles or a short local diversion.
- **Banksman Provision:** Where buses must turn or manoeuvre in restricted areas, provide a banksman to ensure safe operations.
- **Co-ordination of Works:** Where practicable, avoid overlapping works on key bus corridors to allow services sufficient recovery time and maintain timetable resilience

Impact Assessment and Consultation

16.3 Works promoters must assess the impact of proposed works on bus journey times and costs to operators. Oxfordshire County Council's Public Transport Team can provide data on expected passenger numbers and help identify the likely impact of any restrictions or diversions. Where significant impacts are identified, mitigation strategies should be agreed in advance with the Council and relevant operators.

Approvals and Legal Requirements

- **Bus Stop and Lane Suspensions:** Separate approvals are required to suspend bus stops or bus lanes. Bus lanes can be suspended via a temporary suspension request to Oxfordshire County Council.
- **Vehicle Access and Swept Path Analysis:** All vehicle types, including buses, must be able to safely negotiate the works site. Oxfordshire County Council may require a swept path analysis, especially for long or articulated vehicles, to ensure minimum width standards are met.

Cost Recovery

16.4 Costs incurred as a result of temporary prohibitions or restrictions on traffic, including those affecting bus services, may be recoverable from the works promoter under Section 76 of the New Roads and Street Works Act 1991.

17.0 Surface Quality During Street Works

Prioritising Safety for Pedestrians and Cyclists

- 17.1 Oxfordshire County Council recognises that pedestrians and cyclists are particularly vulnerable to poor surface conditions e.g. icy, uneven, slippery, excessively rough, or planed surfaces, especially where carriageway resurfacing or maintenance is underway. Ensuring safe, accessible surfaces is a key part of Oxfordshire County Council's commitment to active travel.

Risk Assessment for Diversions

- 17.2 When street works require pedestrians or cyclists to be diverted from an active travel route, a **risk assessment must be carried out**. This assessment should ensure that diversion routes do not direct users onto hazardous surfaces, raised ironwork, or areas with poor grip or excessive camber. If signage is used to direct users onto a diversion, the alternative route must be inspected and, if necessary, made safe before it is opened to the public.

Inspection and Repair of Surfaces

- 17.3 Damage to footways and cycleways e.g. potholes, loose materials, or trip hazards, should be identified through Oxfordshire County Council's regular inspection regime. Any defects should be categorised for repair in line with Oxfordshire County Council's maintenance standards. Where immediate repair is not possible, **temporary repairs, signing, and guarding** must be installed to protect users until a permanent fix can be made.

Local Reporting and Response

- 17.4 Members of the public can report surface quality issues on footways and cycleways using the Oxfordshire County Council's FixMyStreet portal. Oxfordshire County Council prioritises repairs that affect vulnerable users or key active travel routes.